

Date: October 16, 2012

To: Thomas J. Bonfield, City Manager
Through: Keith Chadwell, Deputy City Manager
From: Marvin G. Williams, Director of Public Works
Subject: Functional Design Studies for Bicycle and Pedestrian Corridor Projects

Executive Summary

In June, 2012, a Request for Letters of Interest (RFI) was issued to the City Department of Transportation on-call consultant list to provide Engineering Services for "Functional Design Studies for Bicycle and Pedestrian Corridor Projects. Five firms responded with an interest in providing these services. The firms which responded were: 1) AECOM, Davenport Transportation Consultants, 3) Durham Transportation Collaborative (joint venture between Horvath Associates, P.A. and Ramey Kemp & Associates, Inc.), 4) Kimley Horn and 5) URS.

A committee consisting of staff from the Departments of Transportation and Public Works evaluated the consultant submittals, and in accordance with the protocol approved by NCDOT for consultant selection from the on-call list, the committee rated Horvath Associates as most clearly addressing the requirements and scope set forth in the RFI. The consultant selection process met all of the State and Federal requirements of the Brooks Act.

Subsequently the City staff has negotiated the detailed scope of services and fee with Durham Transportation Collaborative. These negotiations resulted in a fee for services in the amount of \$397,455. Because of the potential for some unknown conditions to arise during the course of the project the staff recommends a contract amount not to exceed \$457,073.25 which provides a 15% contingency.

Recommendation

The Administration recommends that the City Council:

1. Authorize the City Manager to execute Supplemental Agreement Number 1 to the Master Agreement for Public Works On-Call Services between the City of Durham and Durham Transportation Collaborative dated December 21, 2009, to prepare Functional Design Studies for Bicycle and Pedestrian Corridor Projects in the amount not to exceed \$397,455;
2. Establish a contingency fund for the contract in the amount of \$59,618.25, and;
3. Authorize the City Manager to negotiate amendments to the Supplemental Agreement Number 1 provided that the cost of all amendments does not exceed \$59,618.25 and the total Supplemental Agreement cost does not exceed \$457,073.25.

Background

The purpose of this agreement is for the consultant(s) to provide Functional Design Studies for new bicycle and pedestrian facilities. The design fees for these projects as well as the construction costs have been funded from various sources by the Durham-Chapel Hill Carrboro Metropolitan Planning Organization (DCHC MPO). Both the Durham Walks Pedestrian Plan

and the Durham Comprehensive Bicycle Transportation Plan, adopted in 2006, call for pedestrian and bicycle improvements to these corridors. An update on the Durham Walks Pedestrian Plan is being provided to City Council under a separate Agenda Item. The project purpose does not include road widening to expand the traffic capacity of the corridors or intersections within the corridors. The roadway corridors are included in the scope of this project are listed below along with the amounts approved by the MPO for design and construction:

- Morreene Road from Erwin Road to Neal Road
 - Maintained by NCDOT
 - Currently Available Funds: \$2,115,000
 - Estimated Length: 1.5 miles
- Carpenter-Fletcher Road from Woodcroft Parkway to Alston Avenue
 - City Maintained
 - Currently Available Funds: \$1,079,716
 - Estimated Length: 0.8 miles
- Cornwallis Road from South Roxboro Street to Chapel Hill Road
 - Maintained by NCDOT
 - Currently Available Funds: \$2,395,000
 - Estimated Length: 1.2 miles
- Hillandale Road from I-85 to NC-147
 - Maintained by NCDOT
 - Currently Available Funds: \$1,195,484
 - Estimated Length: 1.1 miles

The project is aimed at developing functional designs, layout for standard five-foot (5') sidewalks, and adjacent bicycle lanes to service four existing roadways in the City of Durham. The functional design information to be provided on each of the four corridor projects consists of the following items.

1. **Public Involvement** - Public involvement is a fundamental part of the functional design process. Informational meetings open to the Public will be held for each corridor.
2. **Topographic Corridor Map** – This is a design grade electronic map which provides an array of data on the corridor from which the proposed improvements can be analyzed for feasibility and cost.
3. **Recommended Typical Sections** – The firm will develop recommended typical sections along each project alignment as identified by station. The typical sections that will be evaluated will include, but not be limited to, bicycle lanes on both sides in combinations with one of the following:
 - a. Sidewalk both sides with curb and gutter,
 - b. Sidewalk both sides with ribbon pavement and ditches,
 - c. Sidewalk on one side with curb and gutter,
 - d. Sidewalk on one side with ribbon pavement and ditch
4. **Detailed Cost Estimate** - The consultant will provide an all-inclusive detailed cost estimate for engineering design, permitting and construction.
5. **Permitting Assessment** – The scope include a delineation of the permits that will be required for project approvals subsequent to the completion of construction drawings

6. **Categorical Exclusion document** – The Consultant will complete the seven page NCDOT categorical exclusion form in addition to supplemental information. The document will be submitted to NCDOT for approval.
7. **Right-of-Way Certification Document** – The consultant shall prepare a right-of-way certification document in the format required by NCDOT.
8. **Summary Report and Project Phasing** - In coordination with City of Durham staff, the consultant will provide a summary report for each corridor including items 3, 4, 5 and 6 above. In coordination with City of Durham staff the consultant may recommend a plan for dividing the project into two or more phases to better match available funding.
9. **Other assigned Tasks** - The City may desire other Tasks or duties to be performed by the Consultant. These Tasks and their respective costs, if any, shall be agreed upon in advance by the City and the Consultant.

Issues/Analysis

These functional design studies need to be completed as a requisite to being able to proceed at a later date with the detailed design drawings suitable for construction. The funding provided by the DCHC MPO has timelines associated with the use of the funds. It is important for this project to proceed so that the statute of limitations associated with the funds does not expire, and the funds repurposed. The City Departments of Transportation and Public Works recommend awarding a contract for the Functional Design Studies for Bicycle and Pedestrian Corridor Projects with Durham Transportation Collaborative in the amount not to exceed \$457,073.25.

Alternatives

The Department of Public Works has not identified any alternatives since the not to exceed negotiated price is considered fair and reasonable. Sufficient staffing does not exist to perform this work in-house..

Financial Impact

The contract amount is \$397,455 plus a 15% contingency such that the total cost of these projects shall not exceed \$457,073.25. Eighty percent (80%) of the funding has been allocated by the DCHC MPO from federal STP-DA funds, which the City of Durham may disburse in its capacity as Lead Planning Agency for the MPO. The remaining twenty percent 20% of the funding is available in the Capital Improvement Program's Federal State Matching Projects account. Funds for this project are budgeted for in the following account:

Metropolitan Planning Grant Fund	1710U020-728600-UZ013	\$457,073.25
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SDBE SUMMARY

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Durham Transportation Collaborative to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. It was determined that Durham Transportation Collaborative, is in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. No MSDBE or WSDBE goals were set. Durham Transportation Collaborative will subcontract to the following certified firms:

Firm	ID	City/State	Amount	% of Estimated Fee
Spaulding & Norris	MSDBE	Durham, NC	\$19,873	5.0%